

R. L. Chakravarty,

M. Sc. (Cal.), D. Sc. (Edin.), F. L. S.

PRESIDENCY COLLEGE,
DEPARTMENT OF BOTANY
CALCUTTA-12.

Dated, the 14th March 1953.

~~Botany~~

Principal

The Annual Confidential report of the officers of this department is submitted herewith. The unused forms are ~~sent~~ also returned.

A. L. Chakravarty.

Head of the Dept. of Botany,
Presidency College, Calcutta.

Received
The Principal
Presidency College
Calcutta
14/3/53

6/4/53

Government of West Bengal

Department

Annual Confidential Report

For the year 194 -194

Gazetted Officers

Name..... Sri Hiralal Chakrabarty

Rank.... Head of the Department, Botany...

Service... W. B. S. E.

Branch..... Teaching.....

					Assessment.
1.	Personality	Satisfactory
2.	Capacity for sustained work	Satisfactory
3.	Tact and ability to work with others	Satisfactory
4.	Ability to control subordinates	Satisfactory
5.	Reliability in carrying out instructions	Satisfactory
6.	Ability to state a case	Satisfactory
7.	Initiative	Satisfactory
8.	Power of taking responsibility	Satisfactory
9.	Power to inspire confidence in the general public	Satisfactory
10.	Devotion to duty	Good
11.	Knowledge of his work	Very good in his line of service (Taxonomic Botany)

The above assessment should be one of the four—Very good/Satisfactory/Indifferent/Poor.

General remarks (including a statement on integrity, character and physical fitness and a note of any special qualifications not covered by the above).

A hardworking teacher and interested and engaged in research work in his line.

Signature..... J. C. Chakrabarty 1/4

Rank.....Date.....

Remarks by Countersigning Officer or Officers.

Signature.....
(Countersigning Officer.)

Signature.....
(Head of Department).

Note.—The attention of reporting officers is drawn to the importance of the General Remarks section. Particularly in the case of senior officers it is desirable that this should be adequately and carefully filled in.

Government of West Bengal

.....*Botany*.....Department, (*Presidency College, Calcutta*)
Annual Confidential Report

For the year 1952-1953

Gazetted Officers

Name.....*Dr. J. K. Chatterjya*.....

Rank.....*Asst. Professor of Botany*.....

Service.....*W. B. E. S.*.....

Branch.....*Botany*.....

	Assessment.
1. Personality	<i>Satisfactory</i>
2. Capacity for sustained work	<i>Satisfactory</i>
3. Tact and ability to work with others	<i>Satisfactory</i>
4. Ability to control subordinates	<i>Satisfactory</i>
5. Reliability in carrying out instructions	<i>Satisfactory</i>
6. Ability to state a case	<i>Satisfactory</i>
7. Initiative	<i>Satisfactory</i>
8. Power of taking responsibility	<i>Satisfactory</i>
9. Power to inspire confidence in the general public	<i>Satisfactory</i>
10. Devotion to duty	<i>Satisfactory</i>
11. Knowledge of his work	<i>Satisfactory</i>

The above assessment should be one of the four—Very good/Satisfactory/Indifferent/Poor.

General remarks (including a statement on integrity, character and physical fitness and a note of any special qualifications not covered by the above).

The officer is honest and has initiative for research work.

Signature.....*H. F. Lakshminarayana*.....

Rank.....*Professor*.....Date.....*14/3/53*
of Botany

Remarks by Countersigning Officer or Officers.

Head of the Dept. of Botany,
Presidency College, Calcutta.

He has considerable amount of research work of good standard to his credit. He is also exhibiting some interesting lines of research in this college. He is an intelligent and hardworking officer of character & integrity. He is doing good work as P. W. Charge. His football section of the College. He is an amiable young officer with all round abilities.

Signature.....*H. F. Lakshminarayana*.....
(Countersigning Officer.)

Signature.....
(Head of Department).

Note.—The attention of reporting officers is drawn to the importance of the General Remarks Section. Particularly in the case of senior officers it is desirable that this should be adequately and carefully filled in.

Government of West Bengal

.....*Botany*.....Department, (*Presidency College, Calcutta*)
Annual Confidential Report

For the year 1952-1953

Gazetted Officers

Name.....*Sri H. C. Ganguly*.....

Rank.....*Assistant Professor of Botany*.....

Service.....*N. B. E. S.*.....

Branch.....*Botany*.....

	Assessment.
1. Personality	<i>Satisfactory</i>
2. Capacity for sustained work	<i>Satisfactory</i>
3. Tact and ability to work with others	<i>Satisfactory</i>
4. Ability to control subordinates	<i>Satisfactory</i>
5. Reliability in carrying out instructions	<i>Very good</i>
6. Ability to state a case	<i>Satisfactory</i>
7. Initiative	<i>Satisfactory</i>
8. Power of taking responsibility	<i>Satisfactory</i>
9. Power to inspire confidence in the general public	<i>Had no occasion to estimate</i>
10. Devotion to duty	<i>Satisfactory</i>
11. Knowledge of his work	<i>Very good</i>

The above assessment should be one of the four—Very good/Satisfactory/Indifferent/Poor.

General remarks (including a statement on integrity, character and physical fitness and a note of any special qualifications not covered by the above).

The officer is reliable and honest and at present engaged with certain fundamental problems on genetics.

Signature.....*H. C. Ganguly*.....

Rank.....*Professor of Botany*.....Date *14-3-53*

Remarks by Countersigning Officer or Officers.

Head of the Dept. of Botany,
Presidency College, Calcutta.

A man of brilliant academic record, very accurate and methodical in his work. Is deeply engaged in inheritance research work on the French fly etc. a good teacher and an amiable temperament.

Signature.....*[Signature]*.....*19 3 53*
(Countersigning Officer.)

Signature.....
(Head of Department).

Note.—The attention of reporting officers is drawn to the importance of the General Remarks Section. Particularly in the case of senior officers it is desirable that this should be adequately and carefully filled in.

Government of West Bengal

.....*Botany*.....Department, (*Presidency College, Calcutta*)
Annual Confidential Report

For the year 1952-1953

Gazetted Officers

Name.....*Sri P. N. Majumdar*.....

Rank.....*Offg Asst. Professor of Botany*.....

Service.....*W. B. E. S. (449)*.....

Branch.....*Botany*.....

					Assessment.
1.	Personality	<i>Satisfactory</i>
2.	Capacity for sustained work	<i>Indifferent</i>
3.	Tact and ability to work with others	<i>Satisfactory</i>
4.	Ability to control subordinates	<i>Satisfactory</i>
5.	Reliability in carrying out instructions	<i>Satisfactory</i>
6.	Ability to state a case	<i>Satisfactory</i>
7.	Initiative	<i>Indifferent</i>
8.	Power of taking responsibility	<i>Indifferent</i>
9.	Power to inspire confidence in the general public	<i>Satisfactory</i> ⁴⁴⁵ <i>Not possible to estimate</i>
10.	Devotion to duty	<i>Satisfactory</i>
11.	Knowledge of his work	<i>Satisfactory</i>

The above assessment should be one of the four—Very good/Satisfactory/Indifferent/Poor.

General remarks (including a statement on integrity, character and physical fitness and a note of any special qualifications not covered by the above).

The officer is perfectly honest and possesses good character but suffers from periodic mental depressions. At present he is keeping quite fit.

Signature.....*H. Chakravarty*.....

Rank.....Date.....*14/3/53*

Professor of Botany

Head of the Dept. of Botany,
Presidency College, Calcutta.

Remarks by Countersigning Officer or Officers.

*He is well behaved, & quiet temperament.
A good teacher & long experience.*

Signature.....*M. S. 19 3/53*.....
(Countersigning Officer.)

Signature.....
(Head of Department).

Note.—The attention of reporting officers is drawn to the importance of the General Remarks Section. Particularly in the case of senior officers it is desirable that this should be adequately and carefully filled in.

GOVERNMENT OF WEST BENGAL

Botany Department (Presidency College, Calcutta)

Confidential Annual Report on Members of the Staff

For the year 1952-1953

Name.....Sri Sunil Kumar Bhattacharya.....

Rank.....Lecturer in Biology.....Branch.....Botany.....

Date of :—(a) Birth...25.11.1923... (b) Entry to Government Service...7.11.1948 Present Grade...7.000-450—pm.

(For notes on compiling the report, see page 2.)

Section I.—Performance of Duties in Present Grade.

	Markings.	Remarks.
1. Knowledge—		
(a) of Branch	C	
(b) of Department	C	The officer has developed
2. Personality and force of character	C	interest in Research work
3. Judgement	C	and also takes part in
4. Power of taking responsibility	C	field excursion.
5. Initiative	C	
6. Accuracy	C	
7. Address and tact	D	
8. Power of supervising staff	D	
9. Zeal and industr	C	
10. Health	C	
11. Attendance [see note (2)]	not punctual	
12. Official conduct (discipline) [see note (2)]	Good	
13. (a) Capacity to note	D	
(b) Capacity to draft	D	

General remarks (including a statement on integrity and reliability and a note of any special qualifications not included above).

This young officer has been given opportunity to work on certain cytogenetical problems of the economic plants and he is taking interest in it.

Section II.—Degree of Fitness for Promotion.

Delete all but one of the following :—

~~Exceptionally well qualified/Highly qualified/Qualified/Not yet qualified.~~

Remarks— *The officer has not yet picked up the qualities essential for promotion in the gazetted rank.*

I HEREBY CERTIFY THAT IN MY opinion the conduct, standard of efficiency, and degree of fitness for promotion of the officer named hereon are as stated.

Date...11th March 1953.. Signature (Certifying Officer.).....A. L. Chakravarty.....

Rank.....Professor of Botany.....
Head of Department of Botany,
Presidency College, Calcutta.

Remarks by Countersigning Officer.

He is a steady young man, very devoted to his duty and happy to learn. A good leader, actively engaged in research work in cytogenetics.

Signature (Head of Department.).....H. L. 19 3.....

Date.....

Notes.

Section I.

Note (1).—Insert in this column A, B, C, D, or E, against each item to the following appraisalment :—

- A. Outstanding.
- B. Very good.
- C. Satisfactory.
- D. Indifferent.
- E. Poor.

Note (2).—An A or B marking is inappropriate for these items.

Note (3).—This report is to be regarded as confidential : but an E marking against any item must be communicated in duplicate by the Head of the Sub-Department to the officer concerned, except in the following circumstances :—

- (i) Where in the opinion of the Head of the Sub-Department communication is considered likely to affect adversely the officer's health.
- (ii) Where the marking is due to inexperience owing to less than one year's service on the grade (except in cases of unsatisfactory conduct, laziness, etc.).
- (iii) Where the weakness has already been notified and it is clear that no useful purpose can be served by repeated notifications, in such cases the officer should be advised of the proposal to discontinue future notifications to the same effect as those he has previously received. Any change, for better or worse, should be notified to the officer.

The officer should be required to sign and return to the Establishment Branch, one copy of intimations of E markings as evidence that he has been notified : he may, if he so desires, add observations.

Section II.

Note (4).—The estimate of fitness for promotion should be related to the officer's capacity for the performance of the duties of the grade above. If he is marked "Exceptionally well qualified" or "Not yet qualified" the reasons for the marking should be stated ; and in general reporting officers should make the fullest use of the "Remarks" space.

General.

Note (5).—Every effort should be made to arrive at a just estimate of the qualities of the officer at the time the report is made. Reporting officers should rely on their own judgement and experience, and should in no circumstances have access to previous reports on the same officer by other reporting officers.

GOVERNMENT OF WEST BENGAL

Botany

Department, Presidency College, Calcutta.

Confidential Annual Report on Members of the Staff

For the year 1952-1953

Name.....Sri Niranjan Pal.....

Rank.....Lecturer.....Branch.....Botany.....

Date of:—(a) Birth.....January 1927.....(b) Entry to Government Service.....20.4.49.....Present Grade.....2000-450/- p.m.
18.3.53
(For notes on compiling the report, see page 2.)
and 29.10.52

Section I.—Performance of Duties in Present Grade.

	Markings.	Remarks.
1. Knowledge—		
(a) of Branch	C	
(b) of Department	C	The officer has initiative
2. Personality and force of character	C	for research and has
3. Judgement	C	already published a good
4. Power of taking responsibility	C	paper on cytology. He also
5. Initiative	C	takes interest in Botanical
6. Accuracy	C	excursion in the field
7. Address and tact	C	and is being trained
8. Power of supervising staff	C	in the line. He is
9. Zeal and industry	C	also helping in Ph.
10. Health	C	practical classes.
11. Attendance [see note (2)]	Regular	
12. Official conduct (discipline) [see note (2)]	Good	
13. (a) Capacity to note	C	
(b) Capacity to draft	C	

General remarks (including a statement on integrity and reliability and a note of any special qualifications not included above). The officer has recently joined Presidency College. He is reliable, well behaved and sincere.

Section II.—Degree of Fitness for Promotion.

Delete all but one of the following:—

~~Exceptionally well qualified~~/Highly qualified/Qualified/Not yet qualified.

Remarks— He is a junior officer and requires attainment of further knowledge and experience to qualify himself for promotion in the higher rank.

I HEREBY CERTIFY THAT IN MY opinion the conduct, standard of efficiency, and degree of fitness for promotion of the officer named hereon are as stated.

Date...18th March 53 Signature (Certifying Officer.).....H. J. Lakravani.....

Rank.....Professor of Botany.....

Remarks by Countersigning Officer.

Head of the Dept of Botany,
Presidency College, Calcutta.

He has joined the College recently. He is an energetic and alert young man with interest in research. He is doing useful work in the Dept. He is capable of hard work.

Signature (Head of Department.).....H. J. Lakravani.....

Date.....19.3.53.....

Notes.*Section I.*

Note (1).—Insert in this column A, B, C, D, or E, against each item to the following appraisalment:—

- A. Outstanding.
- B. Very good.
- C. Satisfactory.
- D. Indifferent.
- E. Poor.

Note (2).—An A or B marking is inappropriate for these items.

Note (3).—This report is to be regarded as confidential: but an E marking against any item must be communicated in duplicate by the Head of the Sub-Department to the officer concerned, except in the following circumstances:—

- (i) Where in the opinion of the Head of the Sub-Department communication is considered likely to affect adversely the officer's health.
- (ii) Where the marking is due to inexperience owing to less than one year's service on the grade (except in cases of unsatisfactory conduct, laziness, etc.).
- (iii) Where the weakness has already been notified and it is clear that no useful purpose can be served by repeated notifications, in such cases the officer should be advised of the proposal to discontinue future notifications to the same effect as those he has previously received. Any change, for better or worse, should be notified to the officer.

The officer should be required to sign and return to the Establishment Branch, one copy of intimations of E markings as evidence that he has been notified: he may, if he so desires, add observations.

Section II.

Note (4).—The estimate of fitness for promotion should be related to the officer's capacity for the performance of the duties of the grade above. If he is marked "Exceptionally well qualified" or "Not yet qualified" the reasons for the marking should be stated; and in general reporting officers should make the fullest use of the "Remarks" space.

General.

Note (5).—Every effort should be made to arrive at a just estimate of the qualities of the officer at the time the report is made. Reporting officers should rely on their own judgement and experience, and should in no circumstances have access to previous reports on the same officer by other reporting officers.

GOVERNMENT OF WEST BENGAL

Botany Department (Presidency College, Calcutta) Confidential Annual Report on Members of the Staff For the year 1952-1953

Name..... Sri Gajindra Nath Mitra.....
Rank..... Offg. Lecturer in Botany..... Branch..... Botany.....
Date of:—(a) Birth... 25th May 1921... (b) Entry to Government Service... 16th July 1926... Present Grade... 200-450/-...
(For notes on compiling the report, see page 2.)

Section I.—Performance of Duties in Present Grade.

	Markings.	Remarks.
1. Knowledge—		
(a) of Branch	C	The officer has good
(b) of Department	C	knowledge in his subject
2. Personality and force of character	D	but unfortunately lacks
3. Judgement	C	personality. He lacks
4. Power of taking responsibility	C	keen interest in systematic
5. Initiative	C	Botany and is helpful
6. Accuracy	C	in field excursions.
7. Address and tact	D	
8. Power of supervising staff	D	
9. Zeal and industry	C	
10. Health	C	
11. Attendance [see note (2)]	Regular	
12. Official conduct (discipline) [see note (2)]	Good	
13. (a) Capacity to note	C	
(b) Capacity to draft	C	

General remarks (including a statement on integrity and reliability and a note of any special qualifications not included above).

Section II.—Degree of Fitness for Promotion.

Delete all but one of the following:—

~~Exceptionally well qualified/Highly qualified/Qualified/Not yet qualified.~~

Remarks— Mr Mitra possesses good knowledge of his subject but is not at all methodical and lacks personality the qualities so much counted in holding responsible office. I should say he is better suited as a lecturer than as a junior demonstrator. A junior demonstrator is to look after a lot of laboratory management which he is not quite fit.

I HEREBY CERTIFY THAT IN MY opinion the conduct, standard of efficiency, and degree of fitness for promotion of the officer named hereon are as stated.

Date... 13th March '53 Signature (Certifying Officer.)..... H. L. Chakravarty.....

Rank..... Professor of Botany.....

Remarks by Countersigning Officer.

Head of the Dept. of Botany,
Presidency College, Calcutta.

He has a good knowledge of Taxonomic Botany and is also engaged in research work. But he lacks personality and is somewhat unsystematic in his work.

Signature (Head of Department.)..... 19/3/53.....

Date.....

Notes.

Section I.

Note (1).—Insert in this column A, B, C, D, or E, against each item to the following appraisalment :—

- A. Outstanding.
- B. Very good.
- C. Satisfactory.
- D. Indifferent.
- E. Poor.

Note (2).—An A or B marking is inappropriate for these items.

Note (3).—This report is to be regarded as confidential : but an E marking against any item must be communicated in duplicate by the Head of the Sub-Department to the officer concerned, except in the following circumstances :—

- (i) Where in the opinion of the Head of the Sub-Department communication is considered likely to affect adversely the officer's health.
- (ii) Where the marking is due to inexperience owing to less than one year's service on the grade (except in cases of unsatisfactory conduct, laziness, etc.).
- (iii) Where the weakness has already been notified and it is clear that no useful purpose can be served by repeated notifications, in such cases the officer should be advised of the proposal to discontinue future notifications to the same effect as those he has previously received. Any change, for better or worse, should be notified to the officer.

The officer should be required to sign and return to the Establishment Branch, one copy of intimations of E markings as evidence that he has been notified : he may, if he so desires, add observations.

Section II.

Note (4).—The estimate of fitness for promotion should be related to the officer's capacity for the performance of the duties of the grade above. If he is marked "Exceptionally well qualified" or "Not yet qualified" the reasons for the marking should be stated ; and in general reporting officers should make the fullest use of the "Remarks" space.

General.

Note (5).—Every effort should be made to arrive at a just estimate of the qualities of the officer at the time the report is made. Reporting officers should rely on their own judgement and experience, and should in no circumstances have access to previous reports on the same officer by other reporting officers.

GOVERNMENT OF WEST BENGAL

Botany Department. (*Presidency College, Calcutta*)
Confidential Annual Report on Members of the Staff
For the year 1952-1953

Name..... Sri Prafulla Das
Rank..... Offg. Junior Demonstrator Branch..... Botany
Date of:—(a) Birth..... October 1924 (b) Entry to Government Service. 29.11.1945 Present Grade. 102-225/A
(For notes on compiling the report, see page 2.)

Section I.—Performance of Duties in Present Grade.

	Markings.	Remarks.
1. Knowledge—		
(a) of Branch	C	<i>Sri Das joined this department</i>
(b) of Department	C	<i>recently and is being</i>
2. Personality and force of character	C	<i>trained to pick up</i>
3. Judgement	C	<i>Laboratory duties.</i>
4. Power of taking responsibility	C	
5. Initiative	C	
6. Accuracy	C	
7. Address and tact	C	
8. Power of supervising staff	C	
9. Zeal and industr	C	
10. Health	C	
11. Attendance [see note (2)]	<i>Regular</i>	
12. Official conduct (discipline) [see note (2)]	<i>Good</i>	
13. (a) Capacity to note	C	
(b) Capacity to draft	C	

General remarks (including a statement on integrity and reliability and a note of any special qualifications not included above).

Section II.—Degree of Fitness for Promotion.

Delete all but one of the following :—

~~Exceptionally well qualified~~/Highly qualified/Qualified/Not yet qualified.

Remarks—

*A junior man of the department
and is being trained up in laboratory
management*

I HEREBY CERTIFY THAT IN MY opinion the conduct, standard of efficiency, and degree of fitness for promotion of the officer named hereon are as stated.

Date.. 12/3/53 Signature (Certifying Officer.)..... A. L. Chakravarty

Rank..... Professor of Botany

Remarks by Countersigning Officer.

Head of the Dept. of Botany,
Presidency College, Calcutta.

*Has just joined the Dept as junior
Asst. in temporary capacity. Does not seem
to be promising.*

Signature (Head of Department.)..... P. S. 1953

Date.....

Notes.

Section I.

Note (1).—Insert in this column A, B, C, D, or E, against each item to the following appraisement:—

- A. Outstanding.
- B. Very good.
- C. Satisfactory.
- D. Indifferent.
- E. Poor.

Note (2).—An A or B marking is inappropriate for these items.

Note (3).—This report is to be regarded as confidential: but an E marking against any item must be communicated in duplicate by the Head of the Sub-Department to the officer concerned, except in the following circumstances:—

- (i) Where in the opinion of the Head of the Sub-Department communication is considered likely to affect adversely the officer's health.
- (ii) Where the marking is due to inexperience owing to less than one year's service on the grade (except in cases of unsatisfactory conduct, laziness, etc.).
- (iii) Where the weakness has already been notified and it is clear that no useful purpose can be served by repeated notifications, in such cases the officer should be advised of the proposal to discontinue future notifications to the same effect as those he has previously received. Any change, for better or worse, should be notified to the officer.

The officer should be required to sign and return to the Establishment Branch, one copy of intimations of E markings as evidence that he has been notified: he may, if he so desires, add observations.

Section II.

Note (4).—The estimate of fitness for promotion should be related to the officer's capacity for the performance of the duties of the grade above. If he is marked "Exceptionally well qualified" or "Not yet qualified" the reasons for the marking should be stated; and in general reporting officers should make the fullest use of the "Remarks" space.

General.

Note (5).—Every effort should be made to arrive at a just estimate of the qualities of the officer at the time the report is made. Reporting officers should rely on their own judgement and experience, and should in no circumstances have access to previous reports on the same officer by other reporting officers.